

Choose your Globalink destination:

INSTRUCTIONS

- Complete this application form in English.
- The application form must be submitted in its original, fillable format. Sections 6 & 7 only may be submitted as a scanned PDF, if digital signatures cannot be obtained.
- Mitacs recommends keeping individual PDF files to less than 10 MB.
- The Student, Primary Canadian Academic Supervisor, Primary Foreign Academic Supervisor, and the appropriate Canadian university office are required to sign the form.

Please contact Mitacs International at international@mitacs.ca if you have any questions regarding the application or eligibility requirements. Mitacs International can also assist you with identifying your university office representative.

1. PROJECT DETAILS

1.1. Title of project:			
1.2. Keywords to identify reviewers: (3-10 specific keywords; 50% technically related, 50% discipline related)			
1.3. Academic discipline:			
1.4. Project priority sectors: Please rank up to three top priority sector(s) of your project	1st Priority Sector	2nd Priority Sector	3rd Priority Sector
1.5. City location of project:			
1.6. Country location of project:			
1.7. Name of host institution:			
1.8. Proposed period of project: Project start and end dates are the period that the student will be working on the research project (minimum of 12 weeks, maximum of 24 weeks). Mitacs recommends that candidates submit their application 16 weeks prior to the proposed start date.			
Project start date (dd/mm/yyyy):		Project end date (dd/mm/yyyy):	

If applicable, indicate what percentage of the project will be conducted at the home university (to a maximum of 25%): _____ %

2.0. PARTICIPANT INFORMATION

2.1.

Academic supervisor at Canadian university:

----- Primary supervisor -----

First name:	
Last name:	
University:	
Department:	
Address (at university):	
City:	
Province:	
Postal code:	
Phone:	ext.:
Email:	

Add an academic supervisor at Canadian university

2.2.

Academic supervisor at home university:

----- Primary supervisor -----

First name:	
Last name:	
University:	
University Department:	
Address (at university):	
City:	
Postal code:	
Country/Region:	
Phone:	ext.:
Email:	

Add an academic supervisor at home university

2.3. Student:

First name:	
Last name:	
Degree program during project:	
Expected year of graduation (mm/yyyy):	
University:	
Department:	
Address at university:	

City: _____

Province: _____

Postal code: _____

Country/Region: _____

Phone: _____ ext.: _____

University email: _____

Alternate email: _____

Are you of legal age of majority in Canada (18 years or older)? Yes No

Are you currently participating in a joint degree/cotutelle? Yes No

Citizenship: Please indicate all citizenship and permanent residence

Canadian citizen Other citizenship *Please Specify Country*

Canadian permanent resident Other permanent residence *Please Specify Country*

Gender: Male Female Other gender identity

2.3.1. Has the student held any previous Mitacs funding?

	Select Yes/No	Start Date (dd/mm/yyyy)	End Date (dd/mm/yyyy)
Mitacs			

2.3.2. Demographic information. *OPTIONAL*.

Please indicate if you are:

Francophone A person with disability

Indigenous First in your family to attend university

Member of a visible minority group - *includes persons who are non-Caucasian in race or non-white in colour and who do not report being Indigenous*

Social media: Please provide usernames if you wish to connect with Mitacs

LinkedIn _____

Twitter _____

Facebook _____

3.0. FUNDING AND BUDGET

3.1. Additional sources of funding

If funds outside of those provided by the Globalink Research Award are required for this project, please indicate the source(s) of additional funds in the table below.

Add new row			
	Funding source	Amount (\$)	Funding Status: Confirmed or Pending
X			
	Total additional funds:		

3.2. Award allocation and breakdown - Mitacs contribution

In the table below, please indicate, to a maximum of \$6,000, the anticipated allocation of the Mitacs portion of the Globalink Research Award. Mitacs recommends that applicants allocate a minimum of \$4,500 of the total research grant towards student-related costs. These include student travel costs, living expenses, and student stipend. Please note that policies regarding the distribution of the research grant can vary according to the Canadian university. Mitacs recommends consulting with the Canadian university prior to submission for further information. Mitacs International can assist you in identifying your university office representative.

Award Allocation	Allocation of Mitacs Funds for the Research Project (\$)	
A. Stipend (Student payment*)		
B. Research Costs (<i>Example:</i> equipment, materials)		
C. Travel and Living Expenses (<i>Example:</i> airfare, insurance, accommodations, food)		
Total: (A+B+C) - this total must match the Total Mitacs Funds as shown below		
Total Mitacs Funds:		6,000

*The student must be paid the stipend amount indicated in the budget. If the intern is paid less, this will be indicated on the university report to Mitacs and the difference must be returned to Mitacs.

4.0. DECLARATIONS

4.1. Will the proposed research take place outside of the lab or normal business environment? Yes No

4.2. Does the proposed research involve living human subjects (including conducting interviews) or human remains, cadavers, tissues, biological fluids, embryos, or fetuses? Yes No

If **yes**, the proposal must be reviewed by the participating University Research Ethics Board, and a report by the board must be obtained.

Please note: Mitacs may request to receive a copy of the report.

4.3. Does the proposed research involve living animal subjects? Yes No

If **yes**, the proposal must be reviewed by the participating University Animal Care Committee, and a report by the board must be obtained.

Please note: Mitacs may request to receive a copy of the report.

4.4. Is a biohazards review required? Yes No

If **yes**, the necessary review/report from your university must be obtained.

Please note: Mitacs may request to receive a copy of the report.

4.5. How did the participants first hear about Mitacs?

<input type="checkbox"/> Notification from your university department or at the university (bulletin board posting, email communication, newsletter, university website)	<input type="checkbox"/> From the university's graduate studies offices
<input type="checkbox"/> Directly from the Mitacs website	<input type="checkbox"/> From a professor at the university
<input type="checkbox"/> Notification from Mitacs (email newsletter, social media)	<input type="checkbox"/> From a Mitacs representative
<input type="checkbox"/> From the university's international offices	<input type="checkbox"/> Participated in a Mitacs program previously
Other (please describe):	

5.0. MITACS GLOBALINK RESEARCH AWARD MEMORANDUM

The participants listed below have agreed to set in place an international research project based upon the attached proposal. Upon research approval, Mitacs shall forward its funds to the Office of Research Services, or equivalent thereof, at the Canadian university to be administered as a research grant according to the university's policies and procedures in care of the identified Canadian academic supervisor. The full amount of the research grant must be expended towards: 1) direct student travel and accommodation costs 2) student stipend 3) research related costs as approved by Mitacs.

In acknowledging that international exposure can greatly enhance a student's learning and experience, Mitacs will approve international travel provided that participation does not impact the safety and security of the student and meets the policies outlined by the home university. By signing this memorandum you are acknowledging that the home university agrees to assist the student in meeting all university requirements pertaining to research abroad and provide the student with a pre-departure orientation, and that the student understands that he/she is responsible for obtaining insurance appropriate for the travel destination. Mitacs is unable to assume liability for any losses including - but not limited to - accidents, illness, flight cancellation, loss of baggage, illegal acts and vandalism that may occur during the internship period. All parties also agree that the student is expected to provide Mitacs with a final report, and all participants will complete an exit survey within one (1) month of project completion.

All parties involved with Mitacs Globalink are bound by the standard intellectual property (IP) terms of the home participating university, except where intellectual property is covered by separate agreements to which the Canadian university and international university are parties and that are active during the dates of the internship. By signing this memorandum, you are acknowledging that you agree to the terms of the home participating university.

The participants listed below agree that Mitacs can disclose the provided personal information included in this proposal (e-mail, LinkedIn, Twitter, Facebook, etc.) to the program's funding partners and that Mitacs can use them for the purpose of communication and to evaluate the program and its outcomes during and after participants' program tenure. The participants also agree that Mitacs will post the title of the project, the public project overview, the name of the intern(s), the name of host supervisor(s), the name of the home supervisor(s), and the involved host and home universities on www.mitacs.ca/en/projects and may be used by Mitacs to publicize Mitacs Globalink. Mitacs' Privacy Policy can be found at www.mitacs.ca/en/privacy-policy.

Project participants (student, home supervising professor, and host supervising professor) further agree to the following addendum(s):

Mitacs does not require, inspect, or enforce any additional terms as outlined by participants in the above addendum.

Please note that the following information including the title of the project, description of research project, name of student, names of supervisors and involved universities may be posted on www.mitacs.ca/research and may be used by Mitacs to publicize the Mitacs Globalink Research Award.

Title of project:

Project overview: Using simplified language understandable to a layperson, provide a general, one-paragraph description of the proposed research project to be undertaken by the student(s) as well as the expected outcomes. **(Approx. 150 words)**

6.0. PARTICIPANT SIGNATURES

The Student, Canadian Academic Supervisor(s), Foreign Academic Supervisor(s), and the appropriate Canadian university office are required to sign the form. Only **one** signature per participant is required (electronic or image).

Student:

First name:		Last name:	
Department:		University:	
Signature:			
Electronic:		Image:	
			Date:

Academic supervisor:

First name:		Last name:	
Department:		University:	
Signature:			
Electronic:		Image:	
			Date:

Academic supervisor:

First name:		Last name:	
Department:		University:	
Signature:			
Electronic:		Image:	
			Date:

Canadian University Representative (Office of Research Services or the Office Responsible for International Relations):

First name:		Last name:	
Department:		University:	
Signature:			
Electronic:		Image:	
			Date:

7.0. GLOBALINK STUDENT APPLICANT CONSENT FORM FOR USE AND DISCLOSURE OF PERSONAL INFORMATION PROVIDED TO MITACS

- 1) All personal information collected is subject to privacy legislation and Mitacs Privacy Policy for Program Participants. For a description of Mitacs' commitment to protect the personal information provided by program applicants, please see <http://www.mitacs.ca/en/privacy-policy>.
- 2) All the information supplied in this application will be made available to Mitacs staff responsible for managing the application, for activities including identifying appropriate peer reviewers, administering and monitoring awards, compiling statistics, and evaluating the program.
- 3) Information supplied in this application will be made available to internal and/or external reviewers, being composed of experts recruited from the academic, public and private sectors. All reviewers are required to commit to keep the application information confidential.
- 4) Contact information in this application may be used by Mitacs staff to contact you in future for:
 - a) Invitations to be profiled in stories or news items, to speak at or attend events, to provide a spotlight story and/or blog post;
 - b) Communications about opportunities for Mitacs alumni; and
 - c) Research surveys for Mitacs alumni.
 You will have the opportunity to unsubscribe from emails sent to you, once all commitments regarding the internship that is the subject of this application are complete.
- 5) Your name, university and department, and the title of your project may be provided to Canadian federal and provincial funders of Globalink, to:
 - a) Enable Mitacs to report on funding contract commitments; and
 - b) Allow the funders to evaluate the program.
 Note that all Canadian provincial and federal governments are bound by privacy legislation and are therefore bound to keep your personal information confidential

 Additional information, such as passport numbers and dates of birth, may be provided to the international funders of the program, for adjudication and reporting purposes.
- 6) Your name, contact information, and other personal information as required may be provided to your home and/or host university, to enable the university to manage the award and to sign off on the pre-departure form, and for reporting purposes.

I, the undersigned, do hereby give CONSENT to the use and disclosure of the information contained in my application for the purposes as described above.

Student First Name:	Student Last Name:	
Signature:		
Electronic:	Image:	Date:

Optional: Additional consent for sharing information with other Mitacs participants:

I, , give consent for Mitacs to share my name, email, university and project location with other Mitacs Globalink participants, to allow participants travelling at the same time to connect with one another:

Yes
 No

I, , agree that I will not share any Mitacs Globalink participant information with any third party:

Student First Name:	Student Last Name:	
Signature:		
Electronic:	Image:	Date:

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